

The Commonwealth of Massachusetts

ANNUAL REPORT

OF THE

Trustees of the Massachusetts

State Library

FOR THE

YEAR ENDING NOVEMBER 30, 1935



STATE LIBRARY  
OF  
MASSACHUSETTS

## ANNUAL REPORT OF THE TRUSTEES

*To the Honorable Senate and House of Representatives in General Court assembled:*

The Trustees of the State Library make this their twenty-sixth annual report for the year ending November 30, 1935 under the provisions of Chapter 6, Section 37, of the General Laws (Ter. Ed.)

Mr. Fitz-Henry Smith, Jr., who had served on the board from December, 1928, to June 1, 1935, was not reappointed. In his place His Excellency Governor Curley appointed Mr. James F. Ballard, Director of the Boston Medical Library, for a term of three years from June 1, 1935.

The earnestness and efficiency of the Librarian and his Staff have made the past year a satisfactory one. The Librarian's report will give full details of work accomplished.

An increased appropriation is required if the services of the library are to be available to the people of the state. The position in the state of our library is one of tremendous importance and the demands upon it are constantly increasing.

CHARLES H. TAYLOR, *Chairman*  
C. T. COPELAND  
JAMES F. BALLARD

## LIBRARIAN'S REPORT

I have the honor to submit the following report on the work done in the Massachusetts State Library during the year ending November 30, 1935.

During the year there were circulated in the Library 45,456 volumes and there were 958 telephone reference questions.

In the Legislative Reference Rooms the attendance for the year was 1,886 and telephone requests totaled 1,710. Books withdrawn by members of the legislature and state officers numbered 528 and 1,282 books were used in the rooms. We had 693 visits from members, 442 from officials, and 313 persons outside of the legislators and officials made use of the Legislative Reference Rooms.

There were 2,060 visitors in the newspaper rooms and 3,995 newspaper files were used during the year.

The total number of volumes bound was 859.

The most important gift during the year was the card catalog, with photographs, of the enlisted men of New England in the World War. This was given by Mr. Charles H. Taylor of the Boston Globe.

During the year the Librarian sponsored the making of a Union List of Newspapers published in this state from 1821-1935 and contained in the libraries throughout the Commonwealth.

The Federal Emergency Relief Administration has been of inestimable value to the libraries throughout the state and the following projects have been undertaken under the sponsorship of the Massachusetts State Library:

1. Indexing of Bar Association Reports.
2. Union List of Newspapers.
3. Union List of Special Periodicals.
4. Cataloging, Classifying and Mending books in small libraries.

The library has also had the aid of three students from Suffolk Law School and two students from Boston University Law School. They have been doing work in the library such as filing Library of Congress cards in the depository catalogue and other clerical work not provided for in the annual budget.

These projects have entailed a large amount of additional work which has had to be carried by the members of the staff. However, a great deal of work has been accomplished and the library benefitted by the projects.

Miss Jessie L. Knowlton was appointed Assistant State Librarian to take the place of Miss Jennie W. Foster who retired as of November 30, 1934.

Mrs. Frances R. Coe, Head of the Catalogue Department since 1914, resigned from her position on July 1, 1935. The recataloging of the library was started under Mrs. Coe's supervision.

## ADDITIONS

Number of volumes added to the Library from Dec. 1, 1934, to Nov. 30, 1935:

<i>Books</i>	
By purchase 1,130 plus 73 maps, etc.	1,203
By domestic exchange	918
By foreign exchange	149
By gift	1,735
Massachusetts state publications	349
Total	4,354

027M3  
S79x  
1935  
C Pamphlets

By purchase . . . . .	271
By domestic exchange . . . . .	1,391
By foreign exchange . . . . .	95
By gift . . . . .	3,819
Massachusetts state publications . . . . .	613
Total . . . . .	6,189

Total 1934-35 . . . . .	10,543
Previous total . . . . .	552,473

Total volumes and pamphlets in library, Nov. 30, 1935 . . . . .	563,016
---	---------

## TABULATION

Volumes and pamphlets catalogued by the new plan, Dec. 1, 1934, . . . . .	383,981
Volumes and pamphlets catalogued during the year . . . . .	18,086

Total volumes and pamphlets catalogued Dec. 1, 1935 . . . . .	402,067
Less volumes and pamphlets reduced by binding . . . . .	2,367
Less volumes and pamphlets lost . . . . .	8
Less volumes and pamphlets discarded . . . . .	642
	3,017

Net volumes and pamphlets represented in the new catalogue, Dec. 1, 1935 . . . . .	399,050
Represented by 628,736 cards.	

EDWARD H. REDSTONE,  
State Librarian.

## COMMONWEALTH OF MASSACHUSETTS IN ACCOUNT WITH STATE LIBRARY

### FINANCIAL STATEMENT, DEC. 1, 1934, TO NOV. 30, 1935

#### Expenditures

From appropriation of \$5,700 for salary of State Librarian . . . . .	\$5,700.00
From appropriation of \$38,600 for salaries of staff . . . . .	37,550.00
From appropriation of \$9,000 for books and binding . . . . .	8,999.49
From appropriation of \$1,500 for contingent expenses . . . . .	1,252.51
From appropriation of \$7,500 for storage stacks, 1935 . . . . .	0,000.00

Total . . . . .	\$53,502.00
Salary of State Librarian . . . . .	5,700.00

Salary of Assistant State Librarian . . . . .	\$2,520.00
Salary of Head of Catalogue Department* . . . . .	1,410.00
Salaries of 3 Library Reference Assistants . . . . .	6,090.00
Salaries of 11 Senior Library Assistants . . . . .	17,580.00
Salaries of 3 Junior Library Assistants . . . . .	3,830.00
Salaries of 3 Senior and Junior Clerks and Typists . . . . .	3,450.00
Salary of Storeroom Helper . . . . .	1,230.00
Salary of Porter . . . . .	1,440.00
	37,550.00

Purchase of Books . . . . .	\$6,518.06
Binding . . . . .	2,481.43
	8,999.49

Annual Report for 1933-34 . . . . .	\$22.85
Contingent Expenses . . . . .	1,229.66
	1,252.51

Total . . . . .	\$53,502.00
-----------------	-------------

#### Receipts

Sale of duplicate Massachusetts Resolves . . . . .	\$18.23
Sale of Bulletins of Constitutional Convention . . . . .	2.00
Sale of special library manila envelopes . . . . .	1.00
Refunds on lost borrowed books . . . . .	4.00

Total . . . . .	\$25.23
-----------------	---------

\*Position vacant for five months.



## TABLE OF ACCESSIONS

## Books

	1922.	1923.	1924.	1925.	1926.	1927.	1928.	1929.	1930.	1931.	1932.	1933.	1934.	1935.
By purchase . . . . .	1,228	1,519	1,755	1,630	1,532	1,674	1,829	1,781	1,520	1,527	1,418	1,358	1,591	1,203
Domestic exchange . . . . .	1,027	1,031	976	1,193	1,217	1,070	1,050	1,124	1,133	1,171	1,067	1,090	911	918
Foreign exchange . . . . .	318	181	239	190	200	199	234	186	160	216	146	174	146	149
Donation . . . . .	1,489	2,628	1,654	1,430	1,239	1,464	1,413	1,857	1,486	1,692	1,766	1,673	2,089	1,735
Massachusetts state publications . . . . .	579	379	393	506	349	396	548	318	393	411	353	405	440	349
Totals . . . . .	4,641	5,738	5,017	4,949	4,537	4,803	5,074	5,266	4,692	5,017	4,750	4,700	5,177	4,354

## PAMPHLETS

	1922.	1923.	1924.	1925.	1926.	1927.	1928.	1929.	1930.	1931.	1932.	1933.	1934.	1935.
By purchase . . . . .	389	372	306	431	496	379	637	599	512	520	427	384	423	271
Domestic exchange . . . . .	619	705	1,427	1,532	1,154	1,221	1,217	1,730	1,466	1,457	1,507	2,173	1,738	1,391
Foreign exchange . . . . .	120	135	119	173	86	141	107	114	186	108	114	103	89	95
Donation . . . . .	2,739	9,318	3,161	3,219	3,946	4,181	3,370	3,488	3,791	3,837	3,596	4,518	5,769	3,819
Massachusetts state publications . . . . .	924	666	556	718	760	544	428	433	537	470	427	630	709	613
Totals . . . . .	4,791	11,196	5,569	6,073	6,442	6,466	5,759	6,364	6,492	6,392	6,071	7,808	8,728	6,189

Total volumes and pamphlets in library, November 30, 1935, 563,016.